



CITY OF MIAMI BEACH

ANNOUNCEMENT OF UNCLASSIFIED POSITION



CHIEF BUILDING CODE COMPLIANCE OFFICER

\$58,728.54 - \$95,246.02 ANNUALLY

DESCRIPTION OF DUTIES:

This is highly responsible, advanced technical, supervisory, and administrative work in enforcing compliance with applicable national, state, and local laws, codes, ordinances, and regulations in the City's building Department. This work involves management, coordination, preparation, investigation and issuance of all Notices of Violations and Citations issued by the City of Miami Beach Building Department, and prosecution of the cases before the City's Special Master, Construction Trades Qualifying Board, Miami-Dade County Board of Rules & Appeals, Miami- Dade County Unsafe Structures Board and the State Attorney's Office. This work includes field and office duties.

ILLUSTRATIVE EXAMPLES OF DUTES:

- Maintain all Notices of Violations, Stop-Work-Orders, citations, Unsafe Structures Board and unlicensed contractors cases.
- May order portions of a building or structure to be exposed for inspection; may order construction work stopped and/or buildings vacated if occupancy or use is contrary to accepted regulations.
- Interprets and explains regulations and standards and disseminates technical advice to interested parties including subordinates, other sections and agencies, and the public.
- Consults wit the subordinate inspectors regarding decisions made on violation cases.
- Verifies licensure through the Miami-Dade County Building Code Compliances Contractors Section,
- Provides certificates of Non-Licensure for contractors, engineers, architects, and interior designers to the Miami Beach Police Department, when requested for an on-going investigation.
- Instructs, trains, and evaluates subordinates in enforcement activities.
- Testifies in before the City's Special Master, in court and before related boards; obtains documentation; and prepares testimony.
- Prepares and maintains reports, records, and correspondence concerning building code enforcement activities.
- Performs related work as required.

REQUIREMENTS:

Five years of construction experience in a supervisory capacity and at least five years of experience under the license in one of the following categories: **a) A Florida Registered Architect. b) A Florida Registered Professional Engineer. c) A General Contractor license and a Roofing Contractor license issued by the State of Florida Construction Industry Licensing Board or the Miami-Dade County Construction Trades Qualifying Board**

Attain Provisional building Inspector and Building Plans Examiner certification from the Florida Board of Code Administrators and Inspectors within ninety (90) days of appointment. Attain Standard Building Inspector and Building Plans Examiner certification from the Florida Board of Code Administrators and Inspectors within twelve (12) months of appointment; and

Attain Building Inspector (structural) and Building Plans examiner certifications from the Miami-Dade county Board of Rules and Appeals within ninety (90) days of appointment;

A valid Florida Drivers' License.

Send 2 Detailed Resumes
by close date to:

NO FAX ACCEPTED

CITY OF MIAMI BEACH, CITY HALL
Human Resources Department
1700 Convention Center Drive
Miami Beach, FL 33139
ATTENTION: CBCCO-

Email: jobs@miamibeachfl.gov

CLASS NO:
UC NO: **0509UO**